

PROJECT#:
INDOT Public
Involvement
Procedures (draft)
May 2007

LEGAL NOTICE OF PUBLIC COMMENT ON 2007 INDOT DRAFT PUBLIC INVOLVEMENT PROCEDURES

The Indiana Department of Transportation (INDOT) in conjunction with the Federal Highway Administration (FHWA) Indiana Division Office is pleased to announce the development and availability of the INDOT draft Public Involvement Procedures Manual. The purpose of this document is to provide guidance to those who are engaged in providing public involvement opportunities related to INDOT decisions and actions and to let the public know what they can expect in terms of INDOT public involvement policies and practices.

This manual is primarily addressed to INDOT staff and their consultants who will carry out INDOT's public involvement activities. The manual will also be useful to Metropolitan Planning Organizations (MPOs), Rural Planning Organizations (RPOs), and local officials that conduct their own public involvement activities. The manual will help the MPOs, RPOs, and local officials understand where their processes fit with INDOT public involvement approaches and will provide them with ideas on how to implement their own public involvement programs. In addition, the document is intended to provide the interested public reader with information about INDOT's commitment to public involvement and about how and where the public can become involved in the planning and project development processes.

INDOT's Public Involvement Manual consists of (1) a Public Involvement Policy and Procedures Manual, (2) a Public Involvement Handbook "Best Practices in Public Involvement", (3) an Appendices document to supplement the manual. INDOT's Public Involvement Policies and Procedures Manual lays out the fundamental requirements for public involvement established by Federal and State law and regulations and by INDOT policies. The Public Involvement Handbook provides detailed "how to" information on public involvement approaches and methods employed by INDOT to inform and engage the public. Since INDOT uses a range of activities to fulfill its goal of providing proactive, open, and continuous public involvement, the Handbook provides a menu of options to assist INDOT planners, project managers, engineers, public involvement staff and consultants to INDOT as they choose how to implement the requirements and the intent of the law, regulations, and policies on individual planning and project initiatives.

The Handbook reflects the range of INDOT practices that extend beyond the baseline requirements in engaging the public. The Appendices include a list of acronyms and glossary of terms, the text of pertinent Federal and State law and regulations, the text of official Federal guidance on public involvement, INDOT's organizational structure, key contacts related to public involvement in transportation decision making, a compendium of specific techniques that can be used to implement public involvement, and examples of forms.

INDOT is soliciting public comment on the draft Public Involvement Procedures. Public input and participation are an important part of the transportation decision making process and are very important to INDOT. Copies of the draft Public Involvement Procedures Manual will be available for public review and inspection at the following locations:

1. INDOT Vincennes District Office, Customer Service Center, 3650 South US 41 in Vincennes, PHONE# 812-895-7302. (INDOT District meeting on 5/15 from 9a to 11a and 1p to 3p) (local time)
2. INDOT Crawfordsville District Office, Customer Service Center, 41 West 300 North, on the west side of US 231 just north of the interchange with I-74 at Crawfordsville, Phone# 765-361-5228. (INDOT District meeting on 5/16 from 2:30p to 4p and 5:30p to 7p) (local time)
3. INDOT Fort Wayne District Office, Customer Service Center, 5333 Hatfield Road, just east of the I-69 interchange with US 30 off SR 930 at Fort Wayne, PHONE# 260-969-8314. (INDOT District meeting on 5/17 from 1p to 3p and 7p to 8:30p) (local time)
4. INDOT Seymour District Office, Customer Service Center, 185 Agrico Lane, just west of the I-65 interchange with US 50 at Seymour, PHONE# 812-524-3733. (INDOT District meeting on 5/22 from 2:30p to 4p and 5:30p to 7p) (local time)
5. INDOT Greenfield District Office, Customer Service Center, 32 South Broadway Street, just south of US 40 at Greenfield, PHONE# 317-467-3479. (INDOT District meeting on 5/23 from 2:30p to 4p and 5:30p to 7p) (local time)
6. INDOT LaPorte District Office, 315 East Boyd Boulevard, just east of US 35 at the south edge of LaPorte, PHONE# 219-325-7507. (INDOT District meeting on 5/24 from 2:30p to 4p and 5:30p to 7p) (local time)
7. INDOT Public Hearings Office, 100 North Senate Avenue, Room N955, Indianapolis, Indiana in the Indiana Government Center North Bldg, PHONE# 317-232-6601.
8. Document is available on-line at: www.in.gov/dot/publicinvolve and will remain at this location until the document is jointly approved by INDOT and FHWA.

INDOT would respectfully request that comments regarding the draft Public Involvement Procedures Manual be submitted by **Monday, July 30, 2007 as part of a 45 day public comment period**. All comments will be given full consideration as INDOT prepares to finalize this document. Comments may be sent to the following address:

Indiana Department of Transportation's Public Hearings Office
Attn: Mr. Rickie Clark

100 North Senate Avenue, Room N955
Indianapolis, Indiana 46204
PHONE# 317-232-6601
FAX: 317-232-1499
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Again, INDOT respectfully requests public comment on the draft Public Involvement Procedures Manual by **Monday, July 30, 2007** for consideration prior to finalizing the document. Please feel free to contact Rickie Clark, INDOT Public Hearings Manager should you have any questions regarding viewing the document or submitting comment regarding the document.

This notice is published in compliance with Title 23, Code of Federal Regulations, Section 771.111 (h) entitled "Early Coordination, Public Involvement and Project Development", and the Indiana Public Involvement/Public Hearing Procedures for Federal-Aid Project Development approved by the Federal Highway Administration, U.S. Department of Transportation on July 8, 1997.

INDIANA DEPARTMENT OF TRANSPORTATION, Rickie Clark, Public Hearings Manager,
(317) 232-6601, rclark@indot.in.gov.